

**Resolution authorizing the use of fuel credit card purchases and approving the Fleet Management Fuel Credit Card Policy (Fleet Management)**

**WHEREAS**, Ohio Revised Code § 301.27 authorizes the use of county credit cards; and

**WHEREAS**, the Director of Fleet Management desires to utilize credit cards for the purchase of fuel for Board of Commissioners' owned fleet vehicles; and

**WHEREAS**, the Board of Commissioners desires to provide a policy for fuel credit card use to Board of Commissioner agencies and other county entities utilizing Board of Commissioners' owned fleet vehicles, setting forth requirements in compliance with ORC § 301.27 for all fuel purchases made with the credit card, and establishing safeguards for the use of such credit cards; now therefore,

**BE IT RESOLVED BY THE BOARD OF COMMISSIONERS, FRANKLIN COUNTY, OHIO;**

1. That pursuant to ORC § 301.27(E)(2), the purchase of gasoline and other fuel is hereby approved.
2. That the attached Fleet Management Fuel Credit Card Policy regarding the requirements for all fuel credit card purchases made on behalf of Board of Commissioners' owned fleet vehicles is hereby approved.
3. That agencies under the authority of the Board of Commissioners, and County appointing authorities and their employees, are authorized to utilize fuel credit cards, subject to the Fleet Management Fuel Credit Card Policy (Policy). Such agencies and County appointing authorities that wish to utilize fuel credit cards shall submit a letter to the County documenting their intention to utilize such cards, subject to the Policy. This resolution does not limit the ability for agencies to maintain and enforce their own fuel credit card policies that are in addition to, and not in conflict with, the Fleet Management Fuel Credit Card Policy.
4. That, pursuant to ORC § 301.27(E)(2), and in lieu of the reporting requirements set forth in ORC § 301.27(E)(1), the Director of Fleet Management shall track fuel purchase expenses for each agency in order to ensure that appropriations are properly encumbered prior to the purchase of gasoline and other fuel, and report to the County Administrator no less than quarterly.

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5. That the Director of Fleet Management, after approval by the County Administrator, may make periodic updates to the policy as necessary to assure that the policy remains current and in conformity with the Ohio Revised Code.

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cc: Auditor  
Commissioners-OMB  
General Services-Purchasing